

Appearance Commission Minutes

Thursday, Jan. 8, 2015

Attendees:

Jim Gargis
Collette Touchette
Alicia Rayfield

Guests:

Tom Rowe
Shelia Iveson
Sandra Waters

I. Welcome

A. Collette called the meeting to order and welcomed all members.

II. Approval of Minutes of Thursday, Dec. 4, 2014

The minutes were approved as written.

III. Old Business

A. Financial Report

There was no change in the financial report.

B. 'Lookin' Good'

1. No postings this month.
2. Collette will post a picture of the Christmas decorations at Abundant Life Florist.
3. Sheila will send to Collette for posting pictures of houses decorated.

C. Adopt-a-Spot

1. Sandra met with Rudy Wright concerning the Adopt-a-Spot plaques. He will get back to us with costs and a design.

D. Downtown Window Displays

1. Alicia and Collette will dismantle the Christmas display this week-end.
2. Collette will contact both building owners and ask if we can continue using their storefronts.
3. Collette will also set up the next display.
4. Sheila suggested that we have a canvas art competition involving the schools. She will develop a proposal and present it at the next meeting.

E. Fire Station Site Plan

1. We are still waiting for the asphalt to be installed.

F. Employee Appreciation Luncheon

1. All assignments were made.
2. Collette will confirm the location with Bill Sigmon.
3. The luncheon will be on Friday, January 23.
4. Those commission members attending will need to be at the church at 10am.

G. January Planning Meeting

1. Collette distributed a package of materials for each member to review before the Planning Meeting on January 24 at Alisha's home.
2. Collette also informed the Commission that a SWOT analysis was distributed to every councilmember, the town manager, the assistant town manager, the BAC chairperson and each appearance commission member. Collette will summarize the results for review at our Planning Meeting.

IV. New Business

A. Essay Contest

1. The commission was asked if they would like to pursue the essay contest again this year. The consensus was no but we will wait for the canvas mural proposal at the next meeting to make our decision final.

B. Business Advisory Booth

1. All agreed that the commission should have a booth at the BAC annual meeting Feb. 19. We will finalize the plans at our February meeting.

C. Upgrade a Yard Project

1. Collette contacted John Raines and asked for a list of eligible people for the project.
2. Collette will compose a letter to send out to local companies soliciting help in the form of materials, labor, and money. It was requested that a statement be included requesting the companies to landscape their own front facades.
3. It was suggested that we change the name of this project to "Looking Better Together." All agreed.

D. Curb Appeal – Newton Style

1. The Commission agreed to continue with this program this year. All documents have been approved by the city lawyer.

Next Meeting: February 12, 2015
Recreation Center

Notation: Highlighted sections denote an "Action Item," requiring action by one or more commission members.

Respectfully Submitted,
Collette Touchette
Chairperson, Appearance Commission
1/31/2015